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AFSC 1C3X1 COMMAND AND CONTROL OPERATIONS SPECIALTY



CAREER FIELD EDUCATION AND TRAINING PLAN

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COMMAND AND CONTROL OPERATIONS SPECIALTY - AFSC 1C3X1

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COMMAND CONTROL OPERATIONS SPECIALTY AFSC 1C3X1 CAREER FIELD EDUCATION AND TRAINING PLAN

Part I

Preface

1. This Career Field Education and Training Plan (CFETP) is a comprehensive education and training document that identifies life-cycle training and education requirements, training support resources, and upgrade requirements for Air Force Specialty Code (AFSC) 1C3X1. This CFETP provides personnel a clear career path to success and instills rigor in all aspects of career field training. AFRC and ANG career paths will differ from the career paths depicted in this document.

2. This CFETP consists of two parts. Supervisors, who plan, manage, and control training within the career field will use both parts of the plan.

2.1. Part I provides information necessary for overall management of the specialty. Section A explains how everyone will use the plan; Section B identifies career field progression information, duties and responsibilities, training strategies, and career field path; Section C associates each level with specialty qualifications (i.e., knowledge, education, experience, training, and other); Section D indicates resource constraints (i.e., funds, manpower, equipment, and facilities); and Section E identifies transition training guide requirements for SSgt through MSgt and all certified controllers.

2.2. Part II includes the following: Section A identifies the Specialty Training Standard (STS) and includes duties, tasks and technical references to support certification training, position qualification training, Air Education and Training Command (AETC) conducted training, core tasks and wartime course, and correspondence course requirements. Section B contains the Course Objective List (COL) and training standards supervisors use to determine if airmen have satisfied training requirements; Section C identifies available support materials. Section D provides a mandatory and optional training course index supervisors use to determine resources available to support training. Section E identifies MAJCOM unique training requirements supervisors use to determine additional training required for the associated qualification needs. At unit level, the NCOIC of Training, supervisors, and assigned trainers, will use Part II to conduct and document initial certification and recertification training. Additionally, they will conduct position qualification training (based on appointment) and applicable skill level upgrade training commensurate with identified requirements, regardless of applicability towards certification.

3. Using guidance provided in the CFETP will ensure individuals are trained and certified in this specialty and receive effective and efficient qualification or skill-level training at the appropriate points in their career. This plan will enable us to train today's work force for tomorrow's jobs.

ABBREVIATIONS/TERMS EXPLAINED

Advanced Training (AT)—Formal course that provides individuals who are qualified in one or more positions of their Air Force Specialty (AFS) with additional skills/knowledge to enhance expertise in the career field. Training is for selected career airmen at the advanced level of the AFS.

Air Force Career Field Manager (AFCFM)—Determines training needs, requirements, and resources for the entire career field. Sole waiver authority for training deviations.

Air Force Job Qualification Standard/Command Job Qualification Standard (AFJQS/CJQS)—A comprehensive task list, which describes a particular job type or duty position. Supervisors use them to document task qualifications. The tasks on AFJQS/CJQS are common to all persons serving in the described duty position.

Air Force Training Record (AFTR)—Web-based relational database used to track personnel's upgrade training requirements.

Air Reserve Component (ARC)—All units, organizations and members of the Air National Guard (ANG) and the Air Force Reserve Command (AFRC).

Apprentice Course—A formal resident course that results in award of the AFSC and the 3-skill level.

Basic Military Training (BMT)—The initial military training course for new Air Force members. The course provides the individual with a basic foundation and introduction to Air Force history, customs and courtesies, physical fitness, and military bearing.

Career Development Course (CDC)—A self-paced course using independent knowledge training materials mandatory for career progression and award of the 5-skill level and 7-skill level.

Career Field Education and Training Plan (CFETP)—CFETP is a comprehensive core training document that identifies: life-cycle education and training requirements; training support resources, and minimum core task requirements for a specialty. The CFETP aims to give personnel a clear path and instill a sense of industry in career field training.

Career Training Guide (CTG)—A document that uses Task Modules (TMs) in lieu of tasks to define performance and training requirements for a career field.

Certification—A formal indication of an individual's ability to perform a task to required standards.

Certification Official—A person whom the commander assigns to determine an individual's ability to perform a task to required standards.

Continuation Training—Additional training exceeding initial requirements with emphasis on present or future duty assignments.

Core Task—Tasks the AFCFM identifies as minimum qualification requirements for everyone within an AFSC, regardless of duty position. Core tasks may be specified for a particular skill level or in general across the AFSC.

Course Objective List (COL)—A publication derived from the initial or advanced skills course-training standard, identifying the task and knowledge requirements, and respective standards needed to achieve a 3, 5, and 7-skill level in this career field. Supervisors use the COL to assist in conducting graduate evaluations in accordance with AFI 36-2201.

Critical Task—Tasks that have been identified by the work center supervisor as having a detrimental effect on mission accomplishment if not performed correctly. Critical tasks may or may not be the same as core tasks but are mandatory if identified as 'critical' to the individual's position by the supervisor or work center.

Distance Learning (DL)—Includes video tele-seminar (VTS), video tele-training (VTT), and computer-based training (CBT). Formal courses that a training wing or a contractor develops for export to a field location (in place of resident training) for trainees to complete without the on-site support of the formal school instructor.

Enlisted Specialty Training (EST)—A mix of formal training (resident and non-resident) and informal training (on-the-job) to qualify and upgrade airmen in each skill level of a specialty.

Exportable Training—Additional training via computer assisted, paper text, interactive video, or other necessary means to supplement training.

Field Technical Training (Type 4)—Special or regular on-site training conducted by a field training detachment (FTD) or by a mobile training team (MTT).

Functional Area Manager (FAM)—The individual accountable for the management and oversight of all personnel and equipment within a specific functional area to support operational planning and execution as well as wartime and peacetime contingencies. Responsibilities include, but are not limited to, developing and reviewing policy; developing, managing, and maintaining UTCs; developing criteria for and monitoring readiness reporting; force posturing; and analysis. At each level of responsibility (HQ AF, MAJCOM, Air Component, FOA, DRU, and Unit), the FAM should be the most highly knowledgeable and experienced person within the functional area and have the widest range of visibility over the functional area readiness and capability issues.

Functional Manager (FM)—Senior leaders, designated by the appropriate functional authority (FA) who provide day-to-day management responsibility over specific functional communities at the MAJCOM, FOA, DRU, or ARC level. While they should maintain an institutional focus in regards to resource development and distribution, FMs are responsible for ensuring their

specialties are equipped, developed, and sustained to meet the functional community's mission as well as encourage force development opportunities in order to meet future needs of the total Air Force mission.

Go/No Go—The stage at which an individual has gained enough skill, knowledge, and experience to perform the tasks without supervision. Meeting the task standard.

Initial Skills Training—A formal school course that results in an AFSC 3-skill level award for enlisted or mandatory training for upgrade to qualified for officers. Normally, this training is conducted by AETC at one of the technical training wings.

Instructional System Development (ISD)—A deliberate and orderly, but flexible process for planning, developing, implementing, and managing instructional systems. It ensures personnel are taught in a cost efficient way the knowledge, skills, and attitudes essential for successful job performance.

Job Site Training (JST)—Technical training delivered to students at their base of assignment without an AETC instructor physically present. JST is also known as Type 6 formal technical training, exportable training, advanced distributed learning (DL), and distance learning (DL).

Job Site Training Point of Contact (JST POC)—The base JST POC serves as the central point of contact at the local level to manage JST. The JST POC will normally work within the mission support squadron, or base education services function, and will inventory all incoming examination material.

Just-in-Time (JIT) Training—Training required just prior to a selected deployment that delivers training necessary for mission accomplishment. It is typically predicated on hard-to-obtain contingency skills.

Learning Management System (LMS)—An automated web-based distributive learning system that delivers standard knowledge-based material to personnel, allowing for academic self-paced learning and providing the ability to access material anytime...anywhere.

Master Task Listing (MTL)—A comprehensive task list common to all persons serving in the described duty section. Supervisors must use MTLs to document task qualifications.

Master Training Plan (MTP)—The MTP consists of the MTL, the ATP, Plans of Instruction (POI), Performance Standards, and sections that contain examples of completed training forms, evaluation scenario scripts and training letters. The MTP contains specific instructions for documenting and administering the controller-training program.

Occupational Badge—When worn, the badge reflects the degree of experience and training in the career field. The following guidance will be followed for enlisted personnel: Wear the basic badge after completing technical school; wear the senior badge after award of the 7-skill level; and wear the master badge as a Master Sergeant or above with 5 years in the specialty from

award of the 7- skill level. **EXCEPTION:** Chief Master Sergeants cross-flowed into a new CEM Code wear the basic badge of their new career field upon award of the CEM Code, the senior badge after 12 months, and the master badge after 5 years.

Occupational Analysis Report (OAR)—A detailed report showing the results of an occupational survey of the tasks performed within a particular AFS.

Office of Primary Responsibility (OPR)—Agency charged with responsibility for a project or tasking.

On the Job Training (OJT)—Hands-on, over-the-shoulder training conducted to certify personnel in both upgrade (skill level award) and job qualification (position certification) training.

Proficiency Training—Additional training, either resident or exportable advanced training courses, or OJT, provided to personnel to increase their skills and knowledge beyond the minimum required for upgrade.

Qualification Training (QT)—Hands-on performance training designed to qualify an airman in a specific duty position. This portion of the dual channel OJT program occurs both during and after the upgrade training process. It is designed to develop the performance skills required to do the job.

Qualification Training Package (QTP)—An instructional package designed for use at the unit to qualify, or aid qualification, in a duty position or program, or on a piece of equipment. It may be printed, computer-based, or in other audiovisual media. The CP AFSC relies upon the MTP to meet this need for AFSC specific training.

Resource Constraints—Resource deficiencies such as money, facilities, time, manpower, and equipment that preclude desired training from being delivered.

Specialty Training Package and COMSEC QTP—A composite of lesson plans, test material, instructions, policy, doctrine, and procedures necessary to conduct training. These packages are prepared by AETC, approved by National Security Agency (NSA), and administered by qualified Communications Security (COMSEC) personnel.

Specialty Training Standard (STS)—An Air Force publication that describes skills and knowledge an airman in a particular AFS needs on the job. The STS will provide certification requirements in STS Sections 1-4/MTP Blocks 1-4, and additional position qualification requirements in STS Section 5/MTP Block 5. It also identifies the training provided to achieve a 3-, 5-, or 7-skill level within an enlisted AFS. It further serves as a contract between AETC and the functional user to show overall training requirements for an AFSC that are taught in formal schools and learned through correspondence or DL courses.

Standard—An exact value, either a physical entity or an abstract concept established and defined

by authority, custom, or common consent to serve as a reference, model, or rule in measuring quantities or qualities, establishing practices or procedures, or evaluating results. A standard could be a fixed quantity or quality.

Specialty Training Requirements Team (STRT)—A team consisting of subject matter experts that are assembled to validate or make changes to training requirements.

Subject Matter Expert (SME)—A person with bona fide expert knowledge about what it takes to do a particular job. First-level supervisors are normally good SMEs. Superior incumbents in the same or very similar positions and other individuals can also be used as SMEs if they have current and thorough knowledge of the job's requirements.

Task Certifier—See Certification Official.

Task Modules (TM)—A group of tasks performed within an AFS that are performed together and require common knowledge, skills, and abilities. An identification code and a statement identify TMs.

Total Force—All collective Air Force components (active, reserve, guard, and civilian elements) of the United States Air Force.

Training Capacity—The ability of a unit or base to provide training. Authorities consider the availability of equipment, qualified trainers, study reference materials, and so on in determining a unit's training capability.

Training Planning Team (TPT)—Comprised of the same personnel as a Utilization and Training Workshop (U&TW), however TPTs are more intimately involved in training development, and the range of issues is greater than is normal in the U&TW forum.

Training Requirements Analysis—A detailed analysis of tasks for a particular AFS to be included in the training decision process.

Training Setting—The type of forum in which training is provided (formal resident school, OJT, field training, MTT, self-study, etc.).

Upgrade Training (UGT)—Mandatory training which leads to attainment of a higher level of proficiency.

Utilization and Training Workshop (U&TW)—A forum, which includes the AFCFM, MFMs, SMEs, and AETC training personnel to determine career ladder training requirements.

Wartime Tasks—Those tasks that must be taught when courses are accelerated in a wartime environment. In response to a wartime scenario, these tasks will be taught in the CP Apprentice Course in a streamlined training environment. These tasks are only for those career fields that still need them applied to their schoolhouse tasks.

Section A - General Information

1. Purpose. This CFETP provides information necessary for the AFCFM, MAJCOM FMs (MFMs), commanders, training managers, supervisors and trainers to plan, develop, manage, and conduct an effective career field training program. This plan outlines the training that individuals in this AFS should receive in order to develop and progress throughout their career. This plan identifies initial skills, upgrade, certification/recertification, duty position qualification, and proficiency training. Initial skills training is the AFS specific training an individual receives upon entry into the Air Force or upon retraining into this specialty for award of the 3-skill level. Normally, this training is conducted by AETC at one of the technical training centers. Upgrade training identifies the mandatory courses, task qualification requirements, and correspondence course requirements for award of the 3-, 5-, 7-, and 9-skill levels. Certification/Recertification training is a combination of self-study, OJT, and both written and performance examinations used to certify/recertify controllers in CP operations, mission monitoring/management, operational and readiness reporting, emergency actions and emergency management. Duty Position Qualification training is actual hands-on task performance training designed to qualify an airman in a specific duty position. Advanced training is formal specialty training used for selected airmen. Proficiency training is recurring training identified by the ATP consisting of self-study, formal classroom training, and both written and performance training/evaluations. The CFETP has several purposes, some are:

1.1. Serves as a management tool to plan, manage, conduct, and evaluate a career field's training program. Also, it will be used to certify/recertify controllers and help CP Managers and supervisors identify training at the appropriate point in an individual's career.

1.2. Identifies task and knowledge training requirements for each skill level in the specialty and recommends education and training throughout each phase of an individual's career.

1.3. Lists training courses available in the specialty, identifies sources of training, and the training delivery method.

1.4. Identifies major resource constraints, which impact full implementation of the desired career field training process.

1.5. Used to document controller certification training and pairs with the MTP, Plan of Instruction (POI).

2. Use. The plan will be used by MFMs and supervisors at all levels to ensure comprehensive and cohesive training programs are available for each individual in the specialty.

2.1. AETC training personnel will develop or revise formal resident, non-resident, field and exportable training based on requirements established by the users and documented in Part II of the CFETP. They will also work with the AFCFM to develop acquisition strategies for obtaining resources needed to provide the identified training.

2.2. MFMs will ensure their training programs complement the CFETP mandatory initial, upgrade, and proficiency requirements. OJT, resident training, contract training, or exportable courses can satisfy identified requirements. MAJCOM-developed training to support this AFSC must be identified for inclusion in the plan.

2.3. Each individual will complete the mandatory skill level training requirements, certification and position qualification tasks identified in the MTP POI. The lists of courses in Part II will be used as a reference to support training.

3. Coordination and Approval. The AFCFM is the approval authority. Also, the AFCFM will initiate an annual review of this document to ensure currency and accuracy. MAJCOM representatives and AETC training personnel will identify and coordinate on the career field training requirements. Using the list of courses in Part II will eliminate duplicate training.

Section B - Career Progression and Information

4. Specialty Description. The information listed below can be found in the Air Force Enlisted Classification Directory (AFECD), which contains current and complete specialty qualification data.

4.1. Specialty Summary. Manages and performs activities within fixed ground, mobile and airborne command and control (C2) facilities such as installation and expeditionary command posts (CP), operations centers, rescue coordination centers, and Combatant Command and Major Command (COCOM/MAJCOM) command centers. Provides command, control, communications, and information support throughout the full spectrum of operations to include peacetime, emergency and disaster situations, crisis, contingency and war. Receives and relays C2 instructions and records; collects, processes, and submits manual and automated data products. Disseminates time-sensitive critical information to senior leaders and support agencies. Establishes procedures for operational reports and defense readiness reporting systems. Reports international treaty compliance information. Uses communications systems and consoles to affect positive control of assigned forces and weapons systems. Supports chemical, biological, radiological, nuclear, and explosive (CBRNE), and conventional warning and reporting activities. Ensures compliance with operations center and CP policies and procedures. Related DoD Occupational Subgroup: 125000.

4.2. Duties and Responsibilities.

4.2.1. Performs C2 actions to support Homeland Security, National Defense, and Air Force operations. Provides C2 of worldwide nuclear and conventional forces supporting Emergency Plans, Operations Orders, and Operations Plans. Facilitates C2 in support of the Installation Emergency Management (EM) Program. Coordinates actions to ensure prompt response during EM operations including immediate mobilization of resources and participation of agencies and organizations. Receives, processes, and disseminates emergency action messages via voice and record copy systems. Encodes, decodes, and transmits and relays presidential decisions to

execute and terminate nuclear and conventional force operations. Relays C2 instructions for diversion, recall, evacuation, recovery, and reconstitution of forces. Coordinates and executes search and rescue activities. Coordinates with other agencies and organizations during planning, executing, and evaluation phases of CP operations. Initiates, receives, and takes action on alert messages. Flight-follows and manages aerospace resources and monitors mission status to include aircraft, aircrew support, transportation, maintenance support, fleet services, and passenger and cargo support. Monitors aircraft movement and relays information to and from aircrews. Coordinates mission delays with installation and external agencies. Monitors status of launch and space assets. Monitors status and location of key personnel, such as group commanders and above, to facilitate immediate communications with higher headquarters when necessary. Ensures proper use and control of resources and classified material. Develops and evaluates CP processes. Performs self-assessments. Ensures operational readiness and adherence to standards. Recommends actions to correct CP procedural deficiencies. Maintains and disseminates local and worldwide current and forecasted weather to include watches, advisories and warnings to installation populace and aerospace resources. Ensures existing directives for executing and controlling assigned forces are understood and properly applied.

4.2.2. Prepares and submits operational, defense readiness, international treaty, and aerospace asset reports. Analyzes and disseminates information derived from operational and defense readiness reports. Establishes procedures for operational and defense readiness reporting to include developing procedures, maintaining databases, training personnel, and conducting staff assistance visits. Ensures reported data is current and accurate.

4.2.3. Operates and monitors voice, data, and alerting systems. Develops operating instructions directing CP and lateral agency C2 activities. Develops, maintains, and initiates quick reaction checklists supporting situations such as suspected or actual sabotage, nuclear incidents, natural disasters, aircraft accidents or incidents, evacuations, dispersal, and aerospace anomalies. Receives and disseminates time-critical information to and from the commander to internal and external agencies during daily operation, natural disasters and wartime and contingency operations to affect positive control of assigned forces and weapons systems. Coordinates actions to ensure prompt response during disaster operations (pre, trans, and post), including immediate activation and recall of all resources and participating agencies and organizations. Monitors actions to preserve life, minimize damage, and restore operations following natural disasters (trans and post), accidents, wartime attacks, and military operations other than war. Coordinates, directs, and monitors actions to allow continuation or restoration of vital functions and operations. Maintains operational status displays. Maintains proficiency in C2 systems and aircraft flight following and mission management systems such as, but not limited to, Unit Level/Command and Control (UL/UC2) Systems and Global Decision Support System (GDSS). Establishes manpower, communications, equipment, and facility requirements.

4.2.4. Maintains Communications Security (COMSEC) to include receiving, safeguarding, utilizing, inventorying, issuing and destroying COMSEC material. Maintains CP personnel, information, operations, computer, emission, industrial and physical security programs.

4.2.5. Performs administrative actions. Compiles and maintains entry authority list. Coordinates and provides input to installation support plans. Maintains directives and daily events log.

5. Skill/Career Progression. Adequate training and timely progression from the apprentice to the superintendent skill level play an important role in the Air Force's ability to accomplish its mission. It is essential that everyone involved in training do their part to plan, manage, and conduct an effective training program. The guidance provided in this part of the CFETP will ensure each individual receives viable training at appropriate points in their career.

5.1. Apprentice (3-Skill Level). Completion of the CP Apprentice Course for award of the 3-skill level. Upon completion of the CP Apprentice Course, a trainee will work with a trainer to enhance their knowledge and skills. They will utilize the CDC and Task Qualification Training on items listed in the master training plan as mandatory or core tasks to progress in the career field. Once task qualified, a trainee may perform the task unsupervised. Award of the 3-skill level without an adjudicated Tier 3 or Tier 5 investigation is authorized provided an interim Secret has been granted according to AFI 16-1404.

5.2 Journeyman (5-Skill Level). Completion of the 1C351 CDCs and all 5-skill level core tasks. Once upgraded to the 5-skill level, a journeyman will continue training to broaden their experience base. Airmen will have completed or be enrolled in the appropriate Enlisted Professional Military Education (EPME) in accordance with AFI 36-2301. They should continue their off-duty education towards a Community College of the Air Force (CCAF) degree.

5.3 Craftsman (7-Skill Level). Completion of the 1C371 CDCs and all 7-skill level core tasks. A craftsman can expect to fill various supervisory and management positions, and should take courses to obtain additional knowledge on management of resources and personnel. Continued academic education through CCAF and higher degree programs are expected. In addition, Airmen will have completed or be enrolled in the appropriate EPME IAW with AFI 36-2301.

5.4 Superintendent (9-Skill Level). Completion of all formal training and OJT requirements. Airmen will have completed or be enrolled in the appropriate EPME IAW with AFI 36-2301. A 9-skill level can be expected to fill positions such as superintendent and various staff positions/jobs. To obtain a 9-skill level the member must attend the Command Post Managers course at Scott AFB, this can be waived by the MAJCOM MFM. Additional training in the areas of budget, manpower, Air Expeditionary Force (AEF) management, resources and personnel management should be pursued through continued education. Completion of a 1C3X1 CCAF degree program is required. Higher education, completion of courses outside of the career AFSC, and completion of Sister Service equivalent PME are also recommended and encouraged. Additionally, many SMSgt assignments within the career-field are Joint/COCOM positions where 1C3s are often the senior AF enlisted person in the unit. Therefore, SMSgt and SMSgt selects are encouraged to complete, at a minimum, the Senior Enlisted Joint Professional Military Education (SEJPME) CBT in order to become prepared for these demanding roles.

6. Training Decisions. The CFETP uses a building block approach (simple to complex) to encompass the entire spectrum of training requirements for the CP career field. The spectrum includes a strategy for when, where, and how to meet the training requirements. The strategy must be apparent and affordable to reduce duplication of training and eliminate a disorganized/

disjointed training approach. A Utilization and Training Workshop (U&TW) for the CP Career Field was held at Keesler AFB, TX, 02-04 May 2016. The purpose was to review recommendations from the November 2012 Specialty Training Requirements Team (STRT) meeting and finalize proposed changes to the CFETP.

6.1. 3-Skill Level Requirement. Initial/entry level training will be developed and taught by AETC. Key U&TW decisions added Nuclear Enterprise training, updated training references, and ensured training focused on current field equipment and systems. AFSC 1C331 is awarded following successful completion of CP Apprentice Course. The AF Form 2096 is completed at gaining installation to award 3-level.

6.2. 5-Skill Level Upgrade Requirements. AFSC 1C351 is awarded following successful completion of 12 months UGT (minimum 9 months UGT for retrainees), all 5-skill level core task items, and CDC 1C351, CP Journeyman. Unit or mission-specific skills and knowledge are locally determined and taught. Upon completion of upgrade requirements, supervisors must complete an AF Form 2096.

6.3. 7-Skill Level Upgrade Requirements. AFSC 1C371 is awarded following successful completion of the 7-skill level CDC. Additional requirements include completion of 12 months UGT (minimum 6 months UGT for retrainees) and all 7-skill level core task items, and attainment of the grade of SSgt. However, retrainees require an additional 12 months experience, once they have been awarded a 7-skill level before they may hold NCOIC, CP Operations or NCOIC, CP Training positions. Additionally, retrainees require 36 months of experience following the award of the 7-skill level in order to fill a Superintendent position in the Command Post. Upon completion of upgrade requirements, supervisors must complete an AF Form 2096.

6.4. 9-Skill Level Upgrade Requirements. AFSC 1C391 is awarded following successful completion of all requirements in AFI 36-2201 and paragraph 5.4. above. Complete the AF Form 2096 to award the 9-skill level.

6.5. Proficiency Training. Proficiency training is recurring training identified by the ATP consisting of self-study, formal classroom training, and both written and performance training/evaluations. MAJCOMs may supplement both the STS (with an AF Form 797) and the MTP with MAJCOM-specific tasks.

7. CCAF. Enrollment in CCAF occurs upon completion of basic military training. CCAF provides the opportunity to obtain an Emergency Management Associate Degree. In addition to the associate degree program, a CCAF offers the following:

7.1. CCAF Occupational Instructor Certification Program. CCAF offers the CCAF Instructor Certification (CIC) Program for qualified instructors who teach CCAF collegiate-level courses at a CCAF affiliated school. The purpose of the certification is to recognize the instructor's faculty development training and qualification required to teach a CCAF course and formally acknowledges the instructor's practical teaching experience.

7.2. Degree Requirements. Successful completion of the criteria below and award of the 5-skill level will lead to award of an Emergency Management Associate Degree through CCAF for our AFSC. The CCAF Catalog details the requirements for award of the CCAF degree. A student must complete all degree requirements before separating, retiring or becoming a commissioned officer. Obtain additional information on CCAF degrees and requirements through your base education office, or the CCAF representative. Refer to the CCAF catalog for further information at <http://www.au.af.mil/au/barnes/ccaf/>.

7.3. Off-duty Education. Additional off-duty education is a personal choice and encouraged for all. Completion of a CCAF degree program is required for progression to the 9-skill level. Individuals desiring to become an AETC Instructor should actively pursue an associate degree. A degreed faculty is necessary to maintain accreditation through the Southern Association of Colleges and Schools.

7.4. Baccalaureate Degree. The Air University Associate-to-Baccalaureate Cooperative (AU-ABC) links Airmen who have completed an associate degree to a collective of accredited “military friendly” colleges and universities to consider when completing a four-year degree. The program maximizes the application of military career education and training, and provides a multitude of online academic and support services for the enlisted member through the Air Force Virtual Education Center (AFVEC).

8. Career Field Path.

8.1. Table 8.1 depicts typical duty positions in the CP career field by grade level. This table is intended as a guide only to provide airmen a “snapshot” of possible duty positions in planning their careers and duty assignments.

Table 8.1. Duty Position Table		Grade Requirements	
Duty Position	Avg Grade	Avg Years	High Year Tenure
Apprentice/Worker/Journeyman/Supervisor			
Emergency Actions (EA) Controller, Controller (for SC2E), Command Center Emergency Actions (EA) Controller, Mobile C2 Controller, Command & Control (C2) Advisors, Contingency Mission Manager, Flight Controller, Mission Manager, Senior EA Controller (when authorized), Senior Controller (for SC2E) (when authorized), Senior Mobile C2 Controller (when authorized), Senior Command Center EA Controller (when authorized), Training Airman (when authorized), Reports Airman.	AB / Amn	6 months	
	A1C	16 months	
	SrA	3 years	8

Craftsman/Supervisor			
Senior EA Controller, Senior Controller (for SC2E), Senior Mobile C2 Controller, Shift Supervisor, NCOIC, 1C3 Training, Senior Contingency Mission Manager, NCOIC, CP Operations, NCOIC, CP Training, NCOIC, Reports, NCOIC, CP Systems, Training NCO (where authorized), Command Center NCOIC, Command Center Operations, Command Center NCOIC, Training, Command Center NCOIC, Systems, Command Center NCOIC, Reports, Senior Command Center EA Controller, MAJCOM Staff NCO (e.g., Manager, Command Post Training & Standardization (T&S), Command Post (CP) Training Manager, Lead Command & Control Instructor or Instructor, Command and Control (C2) Instructor (all other instructors), Lead Nuclear Command and Control (NC2) Instructor, Nuclear Command and Control (NC2) Instructor, Command and Control Procedures (CCP) Instructor (NC2 Bomber, Tanker and REECE bases), Manager, Readiness Reporting, NCOIC, Readiness Reporting	SSgt	5	15
	TSgt	12	20
Superintendent/Manager/Craftsman			
Superintendent, Command Post, Superintendent, Command Center, Superintendent Mobile C2 1C3s, Flight Chief, MAJCOM Staff SNCOs (e.g., Manager Command Post Operations (over both P&P and Training & Standardization); Manager, Command Post Policy & Procedures (P&P); Manager, Command Post Training & Standardization (T&S), Command & Control (C2) Functional Manager (McGuire CMSgt Positions), MAJCOM 1C3 Functional Manager, 1C3 Air Force Career Field Manager.	MSgt	17	24
	SMSgt	20	26
	CMSgt	23	30

Section C - Skill Level Training Requirements

9. Purpose. Skill level training requirements in this career field are defined in terms of task and knowledge requirements. This section outlines the specialty qualification requirements for each skill level in broad, general terms and establishes the mandatory requirements for entry, award and retention of each skill level. The specific task and knowledge training requirements are identified in the STS in Part II, Section E of this CFETP. Mandatory training requirements can also be found in AFI 36-2201 *Air Force Training Program*, and the Air Force Enlisted Classification Directory (AFECD). The AFECD may be accessed through the Air Force Personnel Center (AFPC) website at <http://ask.afpc.randolph.af.mil>.

10. Specialty Qualification Requirements.

10.1. Apprentice Training:

10.1.1. **Knowledge.** Air Force organization and administration; EM the National Incident Management System (NIMS) and Air Force Incident Management System (AFIMS); C2 data systems and reporting; automated data processing equipment use, capabilities; techniques of presenting data; data collection procedures and summary techniques; purpose of CP for preparing, executing, and controlling assigned forces; emergency actions and directives; command weapon systems movement and transfer procedures; encode, decode; and authorization procedures.

10.1.2. **Education.** For entry into this specialty, completion of high school is mandatory. Courses in oral communications and computer operations is desirable.

10.1.3. **Training.** For award of the AFSC 1C331, completion of the CP Apprentice Course is mandatory.

10.1.4. **Experience.** N/A.

10.1.5. **Other.** Per the AFECD, the following are mandatory as indicated:

10.1.5.1. For entry into this specialty: Trainees must have a minimum score of 67 General and 55 Administrative on their AFQT.

10.1.5.2. For entry, award, and retention of these AFSCs:

10.1.5.2.1. Continued demonstration of mental and emotional stability.

10.1.5.2.2. Ability to speak English clearly and distinctly as demonstrated by Reading Aloud Test administered in accordance with AFI 48-123, *Medical Examinations and Standards*.

10.1.5.3. Specialty requires routine access to Top Secret material or similar environment. For award and retention of AFSCs 1C3XX, completion of a current Single Scope Background Investigation (SSBI) according to AFI 16-1404, *Personnel Security Program Management*.

10.1.6. **Training Sources and Resources.** Initial skills training in this specialty consists of the tasks and knowledge provided in the 3-skill level resident course (E3ABR1C331 00CD) located at Keesler AFB, MS.

10.1.7. **Implementation.** Entry into training occurs upon completion of basic military training or an approved retraining from another AFSC. Basic trainees selected for AFSC 1C3X1 are screened during basic military training to ensure they meet the minimum requirements for entry and award of this AFSC. Successful completion of the CP Apprentice Course results in award of the 3-skill level.

10.1.7.1. Personnel cross training into the CP 1C3X1 career field are required to be interviewed by the CP Superintendent and a Competent Medical Authority (CMA) for the personnel reliability program (PRP), prior to being approved for retraining. The CP Superintendent will review the members current AMS SURF, last five EPRs, AFFMS II Fitness Report and conduct a face to face interview IAW AFI 10-207. If the CP Superintendent identifies any potential negative trends or in-eligibility for receiving a top secret clearance they will non-recommend the individual for cross training. The CMA will review the member's records for permanently disqualifying information. If permanently disqualifying information is found, the member will not be allowed to cross train into the 1C3 career field.

10.1.7.2. The interview process is critical to maintaining the integrity of the 1C3X1 AFSC. CP missions differ based on command of assignment and weapons systems employed. Therefore, the interviewer must consider the person's ability to meet all career field requirements when deciding whether to recommend a person for retraining into the 1C3X1 AFSC.

10.1.7.3. If the applicant does not have access to a CP (i.e., deployed/assigned location has no CP), individuals must be interviewed and recommended for entry into the 1C3X1 AFSC by their 1C3 MFM (telephone interviews are acceptable). All recommendations must be reviewed and approved by the AFCFM. Final approval/disapproval rests with the AFCFM.

10.2. Journeyman Training:

10.2.1. **Knowledge.** In addition to the knowledge gained at the apprentice level, the journeyman should have further knowledge in the areas of mission monitoring; purpose of CP for preparing, executing and controlling assigned forces; Joint Operations and Doctrine; maintenance coordination functions and procedures.

10.2.2. **Education.** No additional educational requirements for award of the 5-skill level.

10.2.3. **Training.** Individuals must complete the following for upgrade to the 5-skill level: the 5-skill level CDC, all 5-skill level core tasks identified in the STS, and a minimum of 12 months UGT (9 months UGT for retrainees). Additional qualification training becomes necessary when personnel transfer to another duty position, the unit mission changes, a new piece of equipment or weapons system is employed, or anytime new techniques or procedures are developed.

10.2.4. **Experience.** Qualification in and possession of AFSC 1C331. Also, experience in functions such as handling automated operational data, controlling input and output data from automated CP systems using data processing devices, and communication operations. Controllers are highly encourage to volunteer for NC2 positions. This will allow individuals to fill Key Leadership Positions (KLP) and Key Development Positions (KDP) as 7 and 9 levels.

10.2.5. **Other.** See paragraph 10.1.5.

10.2.6. **Training Resources.** Successful completion of CDC 1C351 satisfies most of the

knowledge requirements required for upgrade to the 5-skill level. The STS in Part II, Section A of this CFETP and the Unit Training Plan provide the knowledge and task requirements for qualification in a particular duty position. Core tasks identified in Part II, Section A of this CFETP must be completed prior to upgrade to the 5-skill level.

10.2.7. **Implementation.** Enrollment in CDC 1C351 takes place after completion of the CP Apprentice Course and arrival at the first permanent duty station. CDC enrollment may be initiated prior to certification as long as it does not interfere with certification training. CDCs will be ordered after completion of local CP certification training and must be issued within 14 days of receipt by the Unit Training Manager (60 for ARC). Successful completion of the CDC, completion of appropriate 5-skill level STS core tasks, and 12 months experience (9 months for retrainees) in the duty position assigned are required for upgrade to the 5-skill level.

10.3. **Craftsman Training:**

10.3.1. **Knowledge.** In addition to the knowledge gained at the apprentice and journeyman level, the craftsman should have further knowledge in the areas of C2 missions and plans for force preparation, execution, control, recall, diversion, reconstitution and recovery; role of the CP in installation level EM C2 structure; procedures for implementing command emergency actions and directives.

10.3.2. **Education.** No additional educational requirements for award of the 7-skill level.

10.3.3. **Experience.** Qualification in and possession of AFSC 1C351. Also, experience performing or supervising functions of CP operations. Controllers are highly encourage to volunteer for NC2 positions. This will allow individuals to fill Key Leadership Positions (KLP) and Key Development Positions (KDP) as 7 and 9 levels.

10.3.4. **Training.** For award of the AFSC 1C371, individuals must complete the 7-skill level CDC, as applicable; and all core tasks identified in the STS.

10.3.5. **Other.** See paragraph 10.1.5.

10.3.6. **Training Resources.** Successful completion of the 7-level CDC, satisfies the knowledge and task requirements specified in the specialty knowledge section above for award of the 7-skill level. Core tasks identified in Part II, Section A, of this CFETP must be completed prior to the award of the 7-skill level.

10.3.7. **Implementation.** Minimum grade of SSgt select 5-skill levels are eligible to be enrolled and begin the 7-skill level CDC, as applicable. Enrollment for the 7-skill level CDC, as applicable, for active duty is handled by AFPC; for ARC, enrollment is handled by the unit training manager. Completion of all applicable STS core tasks items, attainment of the grade of SSgt, and successful completion of the 7-skill level CDC, as applicable and 12 months UGT results in award of the 7-skill level. Individuals in retraining status are subject to the same requirements and must complete a minimum of 6 months in UGT for award of the 7-skill level.

10.4. Superintendent:

10.4.1. **Knowledge.** Ensure MTP STS Tasks 5.5 – 5.5.8 are complete.

10.4.2. **Experience.** Qualification in and possession of AFSC 1C371. Also, experience managing and directing CP functions.

10.4.3. **Training.** Command and Control Managers Course at Scott AFB.

10.4.4. **Other.** See paragraph 10.1.5.

10.4.5. **Training Resources.** Completion of all applicable MTP items satisfies remaining knowledge and experience requirements listed above.

10.4.6. **Implementation.** Airmen will complete or be enrolled in the appropriate EPME IAW with AFI 36-2301. Sew on of SMSgt is required for award of the 9-skill level.

Section D. Resource Constraints - N/A

11. Apprentice Level Training:

11.1. **Constraint.** N/A

11.1.1. **Impact.** N/A

11.1.2. **Resources Required.** N/A

11.1.3. **Actions Required.** N/A

12. Five Level Training:

12.1. **Constraint.** N/A

12.1.1. **Impact.** N/A

12.1.2. **Resources Required.** N/A

12.1.3. **Actions Required.** N/A

12.2 **OPR.** N/A

13. Seven Level Training:

13.1. **Constraint.** N/A

13.1.1. **Impact.** N/A

13.1.2. **Resources Required.** N/A

13.1.3 **Actions Required.** N/A

Section E. Transitional Training Guide – N/A

Part II

Section A - Specialty Training Standard

1. Implementation. This STS will be used for technical training provided by AETC for 3-skill level classes.

2. Purpose. As prescribed in AFI 36-2201, this STS:

2.1. Column 1 (*Tasks, Knowledge, and Technical References*) lists the most common tasks, knowledge, and Technical References (TR) necessary for airmen to perform duties at the 3, 5, and 7-skill level. Tasks identified as “*CONTROLLER*” in the MTP are the baseline AF-required tasks that must be trained for controller certification.

2.2. Column 2 (*Core Tasks*) identifies, by an asterisk (*), specialty-wide training requirements.

2.3. Column 3 (*Certification for OJT*) provides certification for OJT and is used to record completion of controller certification/recertification, position qualification, skill level task and knowledge training requirements. Use automated training management systems to document technician qualifications, if available. Task certification is to the “GO” level and must show a certification or completed date.

2.4. Column 4 (*Proficiency Code Used To Indicate Training/Information Provided*) identifies formal training and correspondence course requirements. It also shows the proficiency to be demonstrated on the job by the graduate as a result of training on the task and knowledge and the career knowledge provided by the correspondence course.

2.5. Qualitative Requirements. This section contains the proficiency code key used to indicate the level of training and knowledge provided by resident training, career development courses, and distance learning.

2.6. The STS will serve as the AF Master Task List (MTL) and is used as the job qualification standard (JQS) for controller certification/recertification according to AFI 10-207, MTP, and AFI 36-2201.

Note: At unit level, tasks are trained and qualified to the Go/No Go level. Go means the individual can perform IAW requirements identified in AFI 10-207, MTP, and applicable Emergency Actions Procedures (EAP). *Graduates of the 3-level resident course are trained to the level indicated by the codes in column 4 of the STS, as they relate to the proficiency code key at the front of the STS, NOT to the “Go” level.*

2.6.1. Documentation. Accomplished IAW AFI 36-2201, Master Training Plan and AFI 10-207.

2.6.2. Transcribing from Old Document to CFETP. Accomplished IAW AFI 36-2201.

2.6.3. **Documenting Career Knowledge.** Accomplished IAW AFI 36-2201.

2.6.4. **Certification.** The STS will serve as the AF MTL and be maintained in the AF Form 623. As part of the MTP, the STS (MTL) pairs with the ATP, POI, and Performance Standards to conduct and document controller certification/recertification training, recurring training, skill level upgrade training, and position qualification training. When required in the current duty position (e.g. controller, security manager, etc), controllers will be trained to the proficiency level listed in the POIs and/or performance standards. The proficiency codes in column 4 **will only** apply to those tasks (may include core tasks) **not required** in the current duty position (i.e. Nuclear Enterprise Tasks or CP Supervision and Program Management Tasks). For example: 7-level Core Task 5.2.6 (Test Control Procedures) would be opened and trained for individuals in 7-level upgrade. If task 5.2.6 **does not** represent a task required in the current duty position (controller vice training manager), then you would evaluate the individual to the “B” subject knowledge level (identified in STS column 4) for skill level mastery. The MTP POIs will indicate the baseline AF-required tasks for the “Controller” duty position. Additional controller duty position tasks, as well as, all other duty position tasks found in the work center (e.g. CRO, SUPERVISOR, NCOIC, Training, etc.) will be identified in the unit Master CFETP/STS IAW AFI 36-2201.

2.6.5. **Decertification and Recertification.** Accomplished IAW AFI 10-207.

2.7. The STS is a guide for development of promotion tests used in the Enlisted Promotions References Requirements Catalog (EPRRC). Senior NCOs with extensive practical experience in their career field, develop Specialty Knowledge Tests (SKTs) at the Headquarters AETC/A3 Airman Advancement Division. The tests sample knowledge of STS subject matter areas judged by test development team members as most appropriate for promotion to higher grades. Questions are based upon study references listed in the EPRRC. Individual responsibilities are in AFI 36-2605, *Air Force Military Personnel Testing System*. EPRRC is not applicable to the AFRC/ANG.

3. **Recommendations.** Comments and recommendations are invited concerning the quality of AETC training. A customer service information line (CSIL) has been installed for the supervisors' convenience. For a quick response to concerns, call our CSIL at DSN 597-4566, or fax us at DSN 597-3790, or e-mail us at 81trg-tget@us.af.mil. Reference this STS and identify the specific area of concern (paragraph, training standard element, etc.).

BY ORDER OF THE SECRETARY OF THE AIR FORCE OFFICIAL

HOWARD D. HALL, GS-14, USAF
Deputy Chief, Combat Air Forces Division

<i>This Block Is For Identification Purposes Only</i>		<i>STS 1C3X1</i>
Name Of Trainee		
Printed Name (Last, First, Middle Initial)	Initials (Written)	SSAN (Last Four)
Printed Name Of Certifying Official And Written Initials		
N/I	N/I	
N/I	N/I	
N/I	N/I	
N/I	N/I	
N/I	N/I	
N/I	N/I	
N/I	N/I	
N/I	N/I	

QUALITATIVE REQUIREMENTS

Proficiency Code Key		
	Scale Value	Definition: The individual
Task Performance Levels	1	Can do simple parts of the task. Needs to be told or shown how to do most of the task. (Extremely Limited)
	2	Can do most parts of the task. Needs only help on hardest parts. (Partially Proficient)
	3	Can do all parts of the task. Needs only a spot check of completed work. (Competent)
	4	Can do the complete task quickly and accurately. Can tell or show others how to do the task. (Highly Proficient)
*Task Knowledge Levels	a	Can name parts, tools, and simple facts about the task. (Nomenclature)
	b	Can determine step-by-step procedures for doing the task. (Procedures)
	c	Can identify why and when the task must be done and why each step is needed. (Operating Principles)
	d	Can predict, isolate, and resolve problems about the task. (Advanced Theory)
**Subject Knowledge Levels	A	Can identify basic facts and terms about the subject. (Facts)
	B	Can identify relationship of basic facts and state general principles about the subject. (Principles)
	C	Can analyze facts and principles and draw conclusions about the subject. (Analysis)
	D	Can evaluate conditions and make proper decisions about the subject. (Evaluation)
Explanations * A task knowledge scale value may be used alone or with a task performance scale value to define a level of knowledge for a specific task. (Example: b and 1b) ** A subject knowledge scale value is used alone to define a level of knowledge for a subject not directly related to any specific task, or for a subject common to several tasks. - This mark is used alone instead of a scale value to show that no proficiency training is provided in the course or CDC. OJT will be provided at the unit/base level (initial/recertification training). NOTE: All 3-level tasks in this specialty training standard are considered wartime tasks.		

1. Tasks, Knowledge and Technical References	2. Core Task			3. Certification For OJT				4. Proficiency Code Used To Indicate Training/Information Provided (see note)					
	A	B	C	A	B	C	D	3 Skill Level		5 Skill		7 Skill	
	3 Lvl	5 Lvl	7 Lvl	Training Start	Training Complete	Trainee Initials	Trainer Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC
1. Command Post Orientation													
1.1. Work Center Orientation													
1.1.1. AF Occupational and Environmental Safety, Fire Protection and Health (AFOSH) Program													
1.1.1.1. Purpose <i>TR: AFI 91-203</i>								A			-		-
1.1.1.2. AFOSH Standards <i>TR: AFI 91-203</i>								A			-		-
1.1.1.3. Work Center Hazards for AFSC 1C3X1 <i>TR: AFI 91-203</i>								A			-		-
1.1.2. CP Publications Library													
1.1.2.1. Directive Publications <i>TR: AFI 33-360</i>		*						-			A		B
1.1.2.2. Non-Directive Publications <i>TR: AFI 33-360</i>		*						-			A		B
1.1.2.3. Update/Revisions to Publications <i>TR: AFI 33-360</i>		*						-			A		B
1.1.2.4. Obsolete Publications <i>TR: AFI 33-360</i>		*						-			A		B
1.2. Career Progression													
1.2.1. 1C3X1 Career Ladder <i>TR: AFEC, CFETP, AFI 10-207</i>		*						A			B		C
1.2.2. Skill level duties of 1C3X1 <i>TR: AFEC, CFETP, AFI 10-207</i>								A			B		C
1.3. CP Training Requirements													
1.3.1. Certification Training <i>TR: AFI 10-207, AFI 36-2201</i>		*						A			B		C
1.3.2. CP Recertification Training <i>TR: AFI 10-207, AFI 36-2201</i>		*						A			B		C
1.3.3. CP Recurring Training <i>TR: AFI 10-207, AFI 36-2201</i>		*						A			B		C
1.4. Readiness Requirements													
1.4.1. Deployment Cycles <i>TR: AFI 10-244, AFI 10-401</i>		*						A			B		c
1.4.2. Personal Responsibilities <i>TR: AFI 10-403</i>		*						A			B		c
1.5. Force Structure and Command and Control Elements													
1.5.1. Unit Level Organization <i>TR: AFI 38-101</i>								A			B		-
1.5.2. Joint C2 Structure <i>TR: JP 1, JP 3-0, JP 3-30, AFDD 6-0</i>								A			B		-
1.5.3. Joint C2 Operations <i>TR: JP 1, JP 3-0, JP 3-30</i>								A			B		-

1. Tasks, Knowledge and Technical References	2. Core Task			3. Certification For OJT				4. Proficiency Code Used To Indicate Training/Information Provided (see note)					
	A	B	C	A	B	C	D	3 Skill Level		5 Skill		7 Skill	
	3 Lvl	5 Lvl	7 Lvl	Training Start	Training Complete	Trainee Initials	Trainer Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC
1.5.4. Combined Command C2 Structure <i>TR: JP 3-16, JP 1, JP 3-0, JP 3-30</i>								A			B		-
1.5.5. Air Force C2 Structure <i>TR: AFDD 6-0</i>		*						A			B		-
1.5.6. Combatant Commands (COCOM) <i>TR: JP 3-16, JP 1, JP 3-0, JP 3-30</i>		*						A			B		-
1.5.7. North Atlantic Treaty Organization (NATO) <i>TR: www.nato.int</i>								A			B		-
1.5.8. Host Nations <i>TR: JP 3-16, JP 1, JP 3-0, JP 3-30</i>								A			B		-
1.5.9. Allied Forces <i>TR: National Security Strategy, JP 3-16, JP 1, JP 3-0, JP 3-30</i>								A			B		-
1.5.10. Coalition Forces <i>TR: National Security Strategy, JP 3-16, JP 1, JP 3-0, JP 3-30</i>								A			B		-
1.5.11. Specialized C2 Elements (SC2E) <i>TR: AFI 10-207</i>		*						A			B		-
2. Security													
2.1. Operations Security (OPSEC)													
2.1.1. OPSEC Process <i>TR: AFI 10-701</i>								-			-		-
2.1.2. Specific OPSEC vulnerabilities of AFSC 1C3X1 <i>TR: AFI 10-701</i>		*						A			B		-
2.1.3. Critical Information <i>TR: AFI 10-701</i>		*						A			B		-
2.2. Information Security (INFOSEC)													
2.2.1. Classification Levels <i>TR: AFI 16-1404</i>		*						A			B		-
2.2.2. Access Requirements <i>TR: AFI 16-1404</i>		*						A			B		C
2.2.3. Classification Markings <i>TR: AFI 16-1404</i>		*						A			B		-
2.2.4. Receive Classified Material <i>TR: AFI 16-1404</i>		*						b			B		-
2.2.5. Safeguard Classified Material <i>TR: AFI 16-1404</i>		*						b			B		C
2.2.6. Transmit/Transport Classified Material <i>TR: AFI 16-1404</i>		*						b			B		-
2.2.7. Destroy Classified Material <i>TR: AFI 16-1404</i>		*						b			B		-
2.2.8. Report Security Incidents/Violations/ Compromises <i>TR: AFI 16-1404</i>		*						2b			C		c
2.2.9. Top Secret Control Account (TSCA) <i>TR: AFI 16-1404</i>			*					A			B		c
2.2.10 Top Secret Control Officer (TSCO) <i>TR: AFI 16-1404</i>			*					-			-		c

1. Tasks, Knowledge and Technical References	2. Core Task			3. Certification For OJT				4. Proficiency Code Used To Indicate Training/Information Provided (see note)					
	A	B	C	A	B	C	D	3 Skill Level		5 Skill		7 Skill	
	3 Lvl	5 Lvl	7 Lvl	Training Start	Training Complete	Trainee Initials	Trainer Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC
2.3. Information Assurance (IA) Disciplines													
2.3.1. TEMPEST TR: AFI 33-200								A			C		c
2.4. Communications Security (COMSEC)													
2.4.1. Inspect COMSEC Material TR: AFMAN 33-283		*						2b			B		-
2.4.2. Receive COMSEC Material TR: AFMAN 33-283		*						2b			c		-
2.4.3. Safeguard COMSEC Material TR: AFMAN 33-283		*						2b			B		-
2.4.4. Issue COMSEC Material TR: AFMAN 33-283		*						-					-
2.4.5. Inventory COMSEC Material TR: AFMAN 33-283		*						2b			c		-
2.4.6. Destroy COMSEC Material TR: AFMAN 33-283		*						2b			c		-
2.4.7. Key Code/Tapes TR: AFMAN 33-283								-			c		-
2.4.8. Simple Key Loader TR: AFMAN 33-283		*						A			c		-
2.4.9. Execute COMSEC EAP TR: AFMAN 33-283		*						2b			c		-
2.4.10. Change Safe Combinations TR: AFMAN 33-283		*						A			c		-
2.4.11. Two Person Integrity (TPI) TR: AFMAN 33-283			*					A			c		-
2.4.12. Two Person Control (TPC) TR: AFMAN 33-283			*					A			c		-
2.5. Physical Security													
2.5.1. Maintain Area Security TR: AFI 31-101		*						2b			B		-
2.5.2. Explain Priority Designations TR: AFI 31-101		*						A			C		-
2.5.3. Execute Security Measures/Conditions TR: AFI 31-101, AFI 10- 245, AFI 10-207		*						2b			B		-
2.5.4. Aircraft Hijacking Procedures TR: AFI 13-207		*						-			A		-
2.5.5. Perform Entry Control Procedures TR: AFI 31-101		*						2b			c		-
2.5.6. Use Entry Authority Lists TR: AFI 31-101		*						2b			c		-
2.5.7. Escort Un-cleared Personnel (Visitors) TR: AFI 31-101		*						2b			A		-
2.5.8. Conduct Security Checks TR: DoDI 5200.01 Vol 1, AFI 31-101		*						2b			A		-
2.5.9. Perform Duress Procedures TR: AFI 31-101, AFI 10-207		*						2b			A		-

1. Tasks, Knowledge and Technical References	2. Core Task			3. Certification For OJT				4. Proficiency Code Used To Indicate Training/Information Provided (see note)					
	A	B	C	A	B	C	D	3 Skill Level		5 Skill		7 Skill	
	3 Lvl	5 Lvl	7 Lvl	Training Start	Training Complete	Trainee Initials	Trainer Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC
2.5.10. Force Protection Working Group (FPWG), Antiterrorism Working Group (ATWG), and Cyber Incidents Response Cell (CIRC) <i>TR: AFI 10-245</i>			*					A			-		B
2.6. Personnel Security													
2.6.1. Verify Security Clearances <i>TR: AFI 16-1404</i>		*						A			b		-
2.6.2. Interim Clearances <i>TR: DoDI 5200.2-R, AFI 16-1404</i>			*					-			-		B
2.6.3. Security Clearance Authority <i>DoDI 5200.2-R, AFI 16-1404</i>			*					-			-		-
2.6.4. Periodic Reinvestigations <i>TR: DoDI 5200.2-R, AFI 16-1404</i>			*					-			-		A
3. Command Post Systems Information Technology (IT) Equipment													
3.1. Communication Equipment Operation													
3.1.1. Operate Telephone Communication Console <i>TR: AFI 10-712, AFI 10-207</i>		*						2b			B		-
3.1.2. Communications Recording Systems <i>TR: AFI 10-712, AFI 10-207</i>		*						A			-		-
3.1.3. Operate Secure Voice Systems <i>TR: AFI 33-283</i>		*						2b			A		-
3.1.4. Non-Secure Internet Protocol Router Network (NIPRNet) <i>TR: AFI 33-200</i>		*						A			-		-
3.1.5. Secure Internet Protocol Router Network (SIPRNet) <i>TR: AFI 33-200</i>		*						A			-		-
3.1.6. Use Land Mobile Radio (LMR) <i>TR: AFI 33-590</i>		*						2b			-		-
3.1.7. Use Ultra High Frequency (UHF) <i>TR: AFI 33-590</i>		*						2b			B		-
3.1.8. Very High Frequency (VHF) <i>TR: AFI 33-590</i>								A			B		-
3.1.9. High Frequency (HF) <i>TR: AFI 33-590</i>								A			B		-
3.1.10. Operate Mission Management and Flight Following Systems <i>TR: AFI 10-207, AMCI 10-202, Vol 6</i>		*						1a			B		-
3.1.11. Milstar Satellite Communications System <i>TR: T.O. 1E-4B-43-1-ICL- 15</i>								A			B		-
3.1.12. Strategic Systems (e.g. SACCS, FSR, Agile, etc.) <i>TR: SACCS User Guide</i>								A			B		-

1. Tasks, Knowledge and Technical References	2. Core Task			3. Certification For OJT				4. Proficiency Code Used To Indicate Training/Information Provided (see note)					
	A	B	C	A	B	C	D	3 Skill Level		5 Skill		7 Skill	
	3 Lvl	5 Lvl	7 Lvl	Training Start	Training Complete	Trainee Initials	Trainer Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC
3.1.13. Operate Alert/Notification Systems (e.g. EMNS) TR: AFI 10-207, AFI 10-206, AFI 10-2501		*						2b			c		-
3.1.14. Security Monitor/Flight-Line Cameras TR: AFI 10-207								-			-		-
3.1.15. Operate Secondary/ Primary Crash Net TR: AFI 10-207		*						2b			B		-
3.1.16. Operate Miscellaneous CP Equipment (e.g. Scanner, Fax, etc.) TR: AFI 10-207								-			-		-
3.1.17. Operate Home Station Alert and Warning System TR: AFI 10-2501		*						2b			B		-
3.1.18. Missile Warning Systems TR: AFI 10-2501		*						A			B		-
3.2. Communication Outages													
3.2.1. Mass Communication Outage Procedures TR: AFI 10-207, AFI 10-206		*						-			-		-
3.2.2. C2 System Outage Procedures TR: AFI 10-207, AFI 10-206		*						-			-		-
3.2.3. Commercial Power Outage Procedures TR: AFI 10-207, AFI 10-206								-			-		-
3.2.4. Emergency Systems/ Communications Testing TR: AFI 10-207, AFI 10-206								-			-		-
4. CP Core Competencies													
4.1. Full-Spectrum CP Operations (Basic Duties)													
4.1.1. Use CP Checklists (QRCs, CBCs, etc.) TR: AFI 10-207		*						2b			B		-
4.1.2. Maintain Events Log TR: AFI 10-207		*						2b			B		-
4.1.3. Conduct Briefings TR: AFI 10-207		*						2b			B		-
4.1.4. Use Standard Radio Terminology/ Phraseology TR: AFTTP 3-4, AFI 33-217		*						2b			B		-
4.1.5. Use Phonetic Alphabet TR: AFTTP 3-4		*						2b			B		-
4.1.6 Use encode/decode document								A			-		-
4.1.7. Use Authentication System (e.g. TRIAD)		*						1a			B		-
4.1.8. Use Time Reference Systems TR: DoDI 4650.07		*						2b			-		-
4.1.9. Latitude/Longitude (LAT/LONG) TR: AFI 10-207; 10-2501; DMA Technical Manual 8358.1		*						A			-		-

1. Tasks, Knowledge and Technical References	2. Core Task			3. Certification For OJT				4. Proficiency Code Used To Indicate Training/Information Provided (see note)					
	A	B	C	A	B	C	D	3 Skill Level		5 Skill		7 Skill	
	3 Lvl	5 Lvl	7 Lvl	Training Start	Training Complete	Trainee Initials	Trainer Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC
4.1.10. Local/Base Grid Map Coordinates <i>TR: AFI 10-207; 10-2501; DMA Technical Manual 8358.1</i>		*						A			-		-
4.1.11. Initiate Response to Adverse Weather Information <i>TR: AFI 10-207; 10-229; 10-2501</i>		*						2b			A		-
4.1.12. HQ Orders <i>TR: AFI 10-403</i>			*					-			-		-
4.1.13. Installation/Wing Plans <i>TR: AFI 10-207</i>			*					-			-		-
4.1.14. CP Operating Instructions <i>TR: AFI 10-207</i>			*					-			-		-
4.1.15. Alternate CP Activation <i>TR: AFI 10-207</i>			*					-			-		-
4.2. Treaties													
4.2.1. New Strategic Arms Reduction Treaty (START) <i>TR: AFI 16-608</i>		*						-			-		-
4.2.2. Open Skies <i>TR: AFI 16-604</i>		*						-			-		-
4.2.3. Chemical Weapons Convention <i>TR: AFI 16-609</i>		*						-			-		-
4.3. Aircraft Mission Monitoring/Management													
4.3.1. Manage/Monitor Aircraft <i>TR: AFI 10-207</i>		*						2b			B		-
4.3.2. Coordinate Mission Support with Various External Agencies <i>TR: AFI 10-207</i>		*						2b			B		-
4.3.3. Aircrew Management <i>TR: AFI 10-207, AFI 34-246, AMCI 10-202, Vol 6</i>								-			-		-
4.3.4. Deviation Reporting/Mission Management and Reliability Reporting System <i>TR: AFI 10-207, AMCI 10-202, Vol 6</i>								2b			-		-
4.3.5. Scramble Alert Aircraft <i>TR: NORAD CONPLAN 3310-12</i>								2b			-		-
4.3.6. Air Tasking Order (ATO) <i>TR: AFDD 2-1</i>								-			-		-
4.3.7. Special Instructions (SPINS) <i>TR: AFDD 2-1</i>								-			-		-
4.3.8. Mission Categories <i>TR: AFI 10-207, AMCI 11- 208</i>								-			-		-
4.3.9. Overdue/Missing Aircraft Procedures													
4.3.9.1. Initiate Preliminary Communication Search (PRECOM) Procedures <i>TR: AFI 13-202</i>		*						1a			B		-

1. Tasks, Knowledge and Technical References	2. Core Task			3. Certification For OJT				4. Proficiency Code Used To Indicate Training/Information Provided (see note)					
	A	B	C	A	B	C	D	3 Skill Level		5 Skill		7 Skill	
	3 Lvl	5 Lvl	7 Lvl	Training Start	Training Complete	Trainee Initials	Trainer Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC
4.3.9.2. Initiate Extended Communication Search (EXCOM) Procedures <i>TR: AFI 13-202</i>		*						1a			B		-
4.3.9.3. Respond to Emergency Locator Beacons (e.g. ELT, PLB) <i>TR: AFI 13-202</i>		*						a			-		-
4.3.10. Personnel Recovery (PR)/Civil Search and Rescue (SAR)													
4.3.10.1. Introduction to PR System <i>TR: AFDD 3-50, CJCSI 3270.01A, JP 3-50, JP 3-50.2, AFI 13-208</i>								A			B		-
4.2.10.2. Combat Search and Rescue (CSAR) <i>TR: AFDD 3-50, CJCSI 3270.01A, JP 3-50, JP 3-50.2, AFI 13-208</i>								A			B		-
4.2.10.3. Civil SAR Responsibilities <i>TR: AFD 10-45, DoDI 3003.01</i>								-			A		-
4.2.10.4. Air Force Rescue Coordination Center <i>TR: AFDD 3-50, AFI 13-208 AFD 10-45</i>								A			B		-
4.4. Operational and Readiness Reporting													
4.4.1. Operational Reporting													
4.4.1.1. Demonstrate OPREP-3 Reporting System <i>TR: CJCS 3150.03, AFI 10-206</i>		*						2b			B		-
4.4.1.2. Submit OPREP- 3 Synchronous Notification <i>TR: CJCS 3150.03, AFI 10-206</i>		*						2b			B		-
4.4.1.3. Submit OPREP- 3 Asynchronous Notification (SKIWeb) <i>TR: CJCS 3150.03, AFI 10- 206</i>		*						2b			B		-
4.4.1.4. Back-up OPREP-3 Notification Transmission Procedures <i>TR: AFI 10-206</i>		*						2b			B		-
4.4.1.5. Miscellaneous Reports <i>TR: CJCS 3150.03, AFI 10-206</i>		*						A			B		-
4.4.2. Force Readiness Reporting													
4.4.2.1. Defense Readiness Reporting System (DRRS)													
4.4.2.1.1. Capability Reporting Assessment (MET/METL Reporting) <i>TR: AFI 10-201</i>			*					-			A		B
4.4.2.1.2. Resources and Training System <i>TR: AFI 10-201</i>			*					-			-		-
4.4.2.1.3. AEF Reporting Tool (ART) Reporting <i>TR: AFI 10-244</i>			*					-			A		B
4.5. Emergency Action Message (EAM) Procedures													
4.5.1. EAM Formats and Purpose <i>TR: Applicable EAP</i>		*						A			-		-

1. Tasks, Knowledge and Technical References	2. Core Task			3. Certification For OJT				4. Proficiency Code Used To Indicate Training/Information Provided (see note)					
	A	B	C	A	B	C	D	3 Skill Level		5 Skill		7 Skill	
	3 Lvl	5 Lvl	7 Lvl	Training Start	Training Complete	Trainee Initials	Trainer Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC
4.5.2. Process EAMs <i>TR: Applicable EAP</i>		*						2b			-		-
4.5.3. Relay/Transmit Emergency Action Messages <i>TR: Applicable EAP</i>		*						2b			-		-
4.5.4. Build EAMs <i>TR: Applicable EAP</i>								-			-		-
4.5.5. Explain LERTCONS <i>TR: Applicable EAP</i>		*						A			B		-
4.5.6. Explain LERTCON Modifications <i>TR: Applicable EAP</i>		*						A			B		-
4.5.7. Submit LERTCON Status of Action (LSOA) Reports <i>TR: Applicable EAP</i>		*						2b			B		-
4.5.8. Sealed Authentication Systems <i>TR: Applicable EAP</i>								-			-		-
4.5.9. Nuclear Enterprise													
4.5.9.1. Nuclear Weapons Surety Program <i>TR: DoDI 5210.42R, DoDM5210.42, AFMAN 13-501, AFI 91-101, AFI 91-103, AFI 91-104, AFI 91-105, AFRD 91-1</i>								B			-		-
4.5.9.2. Nuclear Weapons Systems <i>TR: AFI 13-520</i>								B			-		-
4.5.9.3. Nuclear Control Order (NCO) Process <i>TR: AFI 13-520</i>								B			-		-
4.5.9.4. Nuclear Weapons Personnel Reliability Program (PRP) <i>TR: DoDI 5210.42R/AFMAN 10-3902</i>								B			B		b
4.6. Emergency Management (EM)													
4.6.1. Emergency Response Operations													
4.6.1.1. Major Program Directives <i>TR: HSPD-5, National Response Framework</i>		*						A			B		B
4.6.1.2. National Incident Management System (NIMS) <i>TR: HSPD 5, AFEMPC CBT, AERO FERC CBT</i>		*						A			B		B
4.6.1.3. Air Force Incident Management System (AFIMS) <i>TR: AFIMS Senior Leader Guide, AFI 10-2501, AFEMPC CBT, AERO FERC CBT</i>		*						A			B		B
4.6.1.4. Major Accident Response <i>TR: AFI 10-2501</i>		*						A			B		c
4.6.1.5. Natural Disaster Response <i>TR: AFI 10-2501</i>		*						A			B		c
4.6.1.6. Response to Terrorist use of WMD <i>TR: AFI 10-2501</i>		*						A			B		c
4.6.1.7. Enemy Attack- CBRNE Passive Defense Actions <i>TR: AFI 10-2501</i>		*						A			B		c
4.6.1.8. Nuclear Weapon Accident Actions <i>TR: AFI 10-2501</i>		*						A			B		c

1. Tasks, Knowledge and Technical References	2. Core Task			3. Certification For OJT				4. Proficiency Code Used To Indicate Training/Information Provided (see note)					
	A	B	C	A	B	C	D	3 Skill Level		5 Skill		7 Skill	
	3 Lvl	5 Lvl	7 Lvl	Training Start	Training Complete	Trainee Initials	Trainer Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC
4.6.1.9. EM Exercise Types <i>TR: AFI 10-2501</i>		*						-			B		-
4.6.1.10 Perform Active Shooter Response Procedures		*						2b			B		c
4.6.2. Disaster Response Force (DRF)													
4.6.2.1. First Responders <i>TR: AFI 10-2501, AFEMPC CBT, AERO FERC CBT</i>			*					A			B		-
4.6.2.2. Emergency Responders <i>TR: AFI 10-2501, AFEMPC CBT, AERO FERC CBT</i>			*					A			B		-
4.6.2.3. Incident Commander <i>TR: AFEMPC CBT, AERO FERC CBT; AFI 10-2501</i>			*					A			B		-
4.6.2.4. Emergency Support Functions (ESF) <i>TR: AFI 10-2501, AFEMPC CBT, AERO FERC CBT</i>			*					A			B		-
4.6.2.5. Emergency Operations Center (EOC) <i>TR: AFI 10-2501, AFEMPC CBT, AERO FERC CBT</i>		*						A			B		-
4.6.2.6. Specialized Teams <i>TR: AFI 10-2501, AFEMPC CBT, AERO FERC CBT</i>			*					A			B		-
4.6.2.7. Crisis Action Team (CAT) <i>TR: AFI 10-2501, AFEMPC CBT, AERO FERC CBT</i>		*						A			B		-
4.6.2.8. Unit Control Center (UCC) <i>TR: AFI 10-2501, AFEMPC CBT, AERO FERC CBT</i>		*						A			B		-
4.6.3. Federal Organizations and Responsibilities													
4.6.3.1. Department of Homeland Security (DHS) <i>TR: NRF, DoDI 3025.1</i>								A			A		-
4.6.3.2. Federal Emergency Management Agency (FEMA) <i>TR: NRF, JP 5-0, www.fema.gov</i>								A			A		-
4.6.4. State Organizations and Responsibilities													
4.6.4.1. Emergency Preparedness Liaison <i>TR: NRF, DoDI 3025.16</i>			*					A			B		-
4.6.4.2. Emergency Management Assistance Compact (EMAC) <i>TR: NRF, www.emacweb.org</i>			*					A			B		-
4.6.4.3. Functions, roles and responsibilities of the State EOC/Joint Operations Center (JOC) <i>TR: NRF, AFI 10-2501,</i>			*					A			B		-

1. Tasks, Knowledge and Technical References	2. Core Task			3. Certification For OJT				4. Proficiency Code Used To Indicate Training/Information Provided (see note)					
	A	B	C	A	B	C	D	3 Skill Level		5 Skill		7 Skill	
	3 Lvl	5 Lvl	7 Lvl	Training Start	Training Complete	Trainee Initials	Trainer Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC
5. CP Supervision and Program Management													
5.1. Security Program Management													
5.1.1. Develop Security Programs <i>TR: AFI 31-101, AFI 16-1404, AFI 33-200</i>			*					-			-		-
5.1.2. Implement Security Programs <i>TR: AFI 31-101, AFI 16-1404, AFI 33-200</i>			*					-			-		-
5.1.3. Evaluate Security Programs <i>TR: AFI 16-1404, AFI 31-101, AFI 33-200, AFI 10-2501</i>			*					-			-		-
5.2. CP Training Program Management													
5.2.1. Develop Unit CP Master Task List <i>TR: AFI 10-207, AFI 36-2201</i>			*					-			a		c
5.2.2. Develop Unit CP Annual Training Plan <i>TR: AFI 10-207, AFI 36-2201</i>			*					-			a		b
5.2.3. Develop Tests such as Open/Closed Book, General Knowledge, and Two Person Control <i>TR: AFI 10-207, AFI 36-2201, AFMAN 36-2234; Applicable EAP</i>		*						-			a		b
5.2.4. Develop Performance Evaluation/Training Scripts/Scenario <i>TR: AFI 10-207, AFI 36-2201</i>			*					-			a		b
5.2.5. Maintain Controller Certification <i>TR: AFI 10-207</i>			*					-			a		b
5.2.6. Administer Scenario Training <i>TR: AFI 10-207</i>			*					-			a		b
5.2.7. Decertification Procedures <i>TR: AFI 10-207, AFI 36-2201</i>			*					-			a		b
5.3. Supervisor Responsibilities													
5.3.1. Develop Job Description <i>TR: AFH 36-2235 Vol 11, AFI 36-2101</i>			*					-			-		-
5.3.2. Schedule Work Assignments and Priorities <i>TR: AFH 36-2235 Vol 11</i>			*					-			-		-
5.3.3. Establish Work Performance Standards <i>TR: AFH 36-2235 Vol 11</i>			*					-			-		-
5.3.4. Establish Minimum Training Standards <i>TR: AFI 36-2201, AFI 10-207</i>								-			-		-
5.3.5. AF Form 623 <i>TR: AFI 36-2201, AFI 10-207</i>		*						-			-		-
5.3.6. Evaluate personnel to determine need for training <i>TR: AFI 36-2201, AFI 10-207</i>		*						-			-		-
5.4. CP Supervision													
5.4.1. Develop Checklists <i>TR: AFI 10-207, Applicable EAP</i>			*					-			-		-
5.4.2. Develop Operating Instructions <i>TR: AFI 10-207, AFI 33-360</i>			*					-			-		-

1. Tasks, Knowledge and Technical References	2. Core Task			3. Certification For OJT				4. Proficiency Code Used To Indicate Training/Information Provided (see note)					
	A	B	C	A	B	C	D	3 Skill Level		5 Skill		7 Skill	
	3 Lvl	5 Lvl	7 Lvl	Training Start	Training Complete	Trainee Initials	Trainer Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC
5.4.3. Develop Publications TR: AFI 10-207, AFI 33-360			*					-			-		-
5.5. CCIP													
5.5.1. Conduct Self- Assessment TR: AFI 10-207, AFI 90-201		*						-			-		-
5.5.2. Document Deficiencies TR: AFI 10-207, AFI 90-201		*						-			-		-
5.5.3. Report/Track Deficiencies TR: AFI 10-207, AFI 90-201			*					-			-		-
5.5.4. Correct Deficiencies TR: AFI 10-207, AFI 90-201			*					-			-		-
5.5.5. Report Progress and/or Completion TR: AFI 10-207, AFI 90-201			*					-			-		-
5.6. Superintendent Duties													
5.6.1. Unit Manning Document (UMD) TR: AFI 38-201, AFI 10-207			*					-			-		B
5.6.2. Unit Personnel Manning Roster (UPMR) Document TR: AFI 38-201			*					-			-		B
5.6.3. Submit Authorization Change Request (ACR) TR: AFI 38-201			*					-			-		b
5.6.4. Submit Manning Reports to HHQ TR: AFI 10-207			*					-			-		b
5.6.5. Maintain CP Budget TR: AFI 65-601			*					-			-		-
5.6.6. Assignment Selection/Manning Projection TR: AFI 36-2110			*					-			-		-
5.6.7. AEF Sourcing/Tasking TR: AFI 10-401			*					-			-		-
5.6.8. Understand Waiver Process TR: AFI 33-360, AF Form 679			*								-		-

Section B - Course Objective List

1. **Initial Skills Course.** A detailed listing of the CP Apprentice Course objectives may be obtained by written request to 334 TRS/TRR, 700 Hangar Rd., Keesler AFB MS 39534.
2. **Advanced Skills Course.** A detailed listing of the CP Craftsman and Journeyman Courses objectives may be obtained by written request to 334 TRS/TRR, 700 Hangar Rd., Keesler AFB MS 39534.
3. **Supplemental Courses.** A detailed listing of the specific supplemental course objectives may be obtained by written request to 334 TRS/TRR, 700 Hangar Rd., Keesler AFB MS 39534.

Section C - Support Material Requirements

NOTE: There are currently no support material requirements. This area is reserved.

Section D - Training Course Index

1. Purpose. This section of the CFETP identifies training courses available for the specialty. Note: For additional information to include a complete list of available Service and MAJCOM courses, access the Education and Training Course Announcements (ETCA) website at <https://etca.randolph.af.mil>.

2. Air Force In-Residence Courses.

Course Number	Course Title	Location
E3ABR1C331 00CD*	Command Post Apprentice	Keesler AFB
E3AZP1C371 00CC	Joint Nuclear Command and Control	Offutt AFB, NE
E3AZP1C371 00AB	Command Post Training Manager Course	Offutt AFB, NE
E3AZP1C371 01AA	Command Post Training Manager Course – 80XX Track	Offutt AFB, NE

**Course will be under revision upon publication of this CFETP.*

3. Distance Learning Courses

Course Number	Course	Location
Title		
E6AZW1C351 00CB	Air Force Readiness Reporting	ADLS
E6OZWXXXX 00CA	Commander's Readiness Reporting	ADLS

4. Career Development Courses

Course Number	Course	User
Title		
CDC 1C351	Command Post Journeyman	AF
CDC 1C371	Command Post Craftsman	AF

5. Federal Emergency Management Agency (FEMA) Independent Study Correspondence Courses.

*Note: These courses are required for all CP Controllers IAW AFI 10-2501 and completed by accomplishing the Air Force Emergency Response Operations (AERO): First and Emergency Responders Course (AERO FERC) (ZZ133130) and the Air Force Emergency Management Program Course (AFEMPC)(ZZ133131) (Prerequisite to the AERO FERC).

Note: For additional information to include a complete list of available; up-to-date FEMA independent study courses, access the FEMA Emergency Management Institute website [<http://training.fema.gov/EMIWeb/>]

6. MAJCOM Courses

Course Number	Course	Location
AMC C2	AMC C2 Course	Scott AFB, IL
AMC CP Manager	Air Force Command Post Manager Course	Scott AFB, IL
GMAOC	Global Mobility Air Operations Center Crs	Scott AFB, IL
TMC2C	Theater Mobility C2 Course	Hurlburt Field, FL
USAFE-C2	USAFE C2 Course	Ramstein AB, GE
USAFE-TRAINER	USAFE CP Training Managers Course	Ramstein AB, GE

Section E - MAJCOM Unique Requirements

NOTE: There are currently no MAJCOM unique requirements. This area is reserved.